

INVITATION TO BID - ADDENDUM 1		LSU	BID DUE DATE AND TIME	
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE			10/25/2016 11:00 AM CT	
SOLICITATION RFQ-0000000062 SUPPLIER # SUPPLIER NAME AND ADDRESS <div style="border: 1px solid black; height: 80px; width: 350px; margin-top: 10px;"></div>			RETURN BID TO Louisiana State University and Agricultural and Mechanical College Procurement 213 Thomas Boyd Hall Baton Rouge, LA 70803 Buyer Amy Hill Bourgeois Buyer Phone 225-578-8651 Buyer Email ahill5@lsu.edu Issue Date 10/03/2016	
TITLE: 2016-17 Men's and Women's Basketball Promotional Items				
ADDENDUM 1 See attached vendor inquiries and LSU responses. Also, the bid due date is hereby extended to Tuesday, October 25, 2016 at 11:00 AM CST.				
<p style="text-align: center;">To Be Completed By Supplier</p> 1. _____ "No Bid" (sign and return this page only). 2. _____ My Company does not wish to receive future solicitations for this spend category. 3. Specify your Delivery: To be made within _____ days after receipt of order. 4. If applicable, Supplier's Addendum Acknowledgement/Response: As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and _____ submit no alterations/clarifications to our original bid. _____ submit superseding revisions/clarifications to our original bid as written herein or attached hereto. <p style="text-align: center;">General Instructions to Suppliers</p> 1. Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time. 2. Read the entire solicitation, including all terms, conditions and specifications. 3. All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier. 4. Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment. 5. Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later. 6. By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.				
SUPPLIER NAME			MAILING ADDRESS	
AUTHORIZED SIGNATURE			CITY, STATE ZIP	
PRINTED NAME			PHONE #	
TITLE			FAX #	
E-MAIL			FEDERAL TAX ID #	

Addendum 1 to LSU RFQ-0000000062

Question 1

Some of the qty's requested, I will not be able to offer, i.e. Items 5 and 6, my mfg's will only produce in multiples of 2500. Is it okay for me to mark through the requested qty and list what I can provide?

Response 1

In order to be considered for award, specifications outlined in the solicitation must be met, this includes quantity requirements.

Question 2

Also, for another example Line item 11, the item specified as an example does not come in purple so I had to find an alternative item, so do I simply list the mfg. and item # for what I have to offer?

Response 2

Yes, as long as it's an equivalent/or equal version.

Question 3

Line item 14, Nutcracker figurine, all of my suppliers are telling me they have to have those orders in by July of each year in order to produce for Dec. 1st shipping... with that being said, I have one overseas that gives a 68 day in hands date. If I was to quote those, of course, they wouldn't be available for Christmas. Does this eliminate me from the bid or can I just put "not available" for that one item?

Response 3

You can list "not available." The bid is awarded on an item-by-item basis, so you will not be eliminated for not bidding on an item.

****BID DUE DATE EXTENSION****

The bid due date is hereby extended to Tuesday, October 25, 2016 at 11:00 AM CST.